ALL-TERRAIN UTILITY VEHICLE POLICY

This policy addresses the use of four or six-wheel All-Terrain Utility Vehicles (ATUV's) commonly called "Gators."

1. Safe operation of the vehicle is the responsibility of the operator.

2. All operators must read the manufacturer's Operator manual before driving the vehicle.

3. All operators must review all safety decals before operation.

4. Each operator must inspect the vehicle before operating to ensure it is in safe working condition. Operators must ensure that all safety devices are in place and functioning properly.

5. Inexperienced operators should practice driving and using switches and controls before performing work, especially in congested areas.

6. No one under the age of 16 should operate the vehicle at any time.

7. A helmet may be necessary in certain situations

8. Passengers are only permitted to ride in seats designed for that purpose, with only one person per seat. Riding on any other part of the vehicle is not allowed. If the vehicle has seat belts, they must be worn by operators and passengers.

9. All-Terrain Utility Vehicles are not recreational vehicles, and are not designed to be driven like ATV's (all-terrain vehicles). Horseplay, reckless driving, and/or recreational riding is prohibited.

10. If the All-Terrain Utility Vehicle is used to tow a trailer, cart, or another vehicle, passengers are not allowed in the trailer or vehicle being towed. No trailers or attachments will be towed unless the ATUV cargo box is fully loaded.

11. All materials, tools, and equipment in the cargo box of the vehicle must be secured.

12. Attempting to transport material that is too large or too heavy (exceeds the rated capacity) for the vehicle is prohibited.

13. Once the vehicle is stopped, the operator must: turn off the engine, set the parking brake, and remove the key.

14. It is prohibited to operate an All-Terrain Utility vehicle on highways or public roads, except a public road which is dedicated to production use and closed to outside traffic.

15. The ATUV must not be driven with the cargo box raised.

16. It is strictly forbidden to operate the ATUV while under the influence of alcohol, drugs, or substances which could potentially impair the driver.

17. Operators must reduce speed and use caution when operating on slopes or rough ground, and when making turns.

18. Operators must use brakes when going downhill, as ATUV's can "freewheel" going down a slope.

19. Caution must be used when driving through water: it could affect engine operation and traction. As an operational guideline, "deep water" is considered anything in excess of 6 inches in depth.

20. All personnel must keep hands, feet, clothing, jewelry, long hair, etc. away from moving parts.

21. Employees must not start the engine unless seated in the operator's seat with the park brake locked.

22. The fuel cap must not be removed or fuel added while the engine is hot or running. Before refueling, the engine must be shut off and allowed to cool for several minutes.

23. The operator must keep the engine free of grass, leaves, excessive grease or any other combustible or flammable materials.

24. Employees must not perform maintenance or repair work on the vehicle unless qualified to do so.

25. During maintenance, employees must ensure that park brake is set, power sources are disconnected, and any machine parts that are raised for servicing are securely supported. Appropriate clothing and safety equipment, such as goggles, gloves, and/or earplugs, must be worn.

26. Modifications or alterations to the ATUV which are not specifically authorized by the manufacturer are prohibited.

OPERATOR ACKNOWLEDGEMENT

I have:

- Read and understand and will abide by the Production Policy relating to operating Gator ATVs.

- Reviewed and understand the Owners/Operations Manual in regards to safety and operation

Name: _____

Signature: _____

Department: _____

Date: _____

Please return this acknowledgement to the Transportation Department

Transportation Department please keep this acknowledgement on file